Accessing Gator CareerLink (GCL)

GCL is integrated with the normal campus log in process; therefore, you can use the same information you normally use to access campus services like Wi-Fi, GatorLink webmail, One.Uf, library services, or myUFl. Log in at career.ufl.edu, click on "GATOR CareerLink - Student Login" and enter your GatorLink information. If you have problems getting into GCL from here, please email gatorcareerlinkhelp@ufsa.ufl.edu

Requesting a Career Planning Appointment

- Log into GCL at career.ufl.edu
- Click "Counseling and Calendar" on the left-hand side
- Select a date, time, and topic (under "Type")

- See the career communities page located under the "Students" tab on the main website page, to check who the Career Planning Contact is for your college, and consider making an appointment with them. This contact will only meet with students from their respective colleges, or with students who are considering transferring into that college. If you are not yet in that college, reach out to the contact directly via email (see "About Us" Tab on main page).

These contacts advise on careers and opportunities affiliated with that college. You can schedule an appointment with other advisers on more general topics (especially to save time) - CCC advisers are equally qualified in career counseling. However, Career Planning Contacts can be more knowledgeable about their respective college and the opportunities within that field.

Career Planning Topics include:
#1 - Choosing/Changing Your Major
#2 - Exploring Your Career Options
#3 - Finding/Discussing Your Career Interests
#4 - Finding Meaningful Experience (Internship, Part-Time Work, Shadowing, Volunteering, Research etc.)
#5 - Developing Your Network/Community (Networking Strategies, LinkedIn, Finding a Mentor)
#6 - Developing Your Resume, CV, Cover Letter, Personal Statement, or ePortfolio
#7 - Graduate School Exploration/Preparation

#8 - Finding/Preparing for Full-Time Job
#9 - Preparing for Interviews
#10 - Career Closet Consultation

Using Resume Builder

If you are new to writing a resume, give our resume builder a try. The resume builder helps you with structure, style, and text examples. To start using the Resume Builder"
- Click on "my documents"
- Select the "Resources" tab, then "Resume Builder" tab
- Select the options "Create New Resume/Cover Letter"
- Once complete you can submit it via the "my jobs > GCL Job Database" tab

Uploading your resume

To upload resume (Not created in Resume Builder):
- Log in to GCL at career.ufl.edu
- Click on my documents' and select "Add New"
- Click "Browse" to locate your resume
- Give your resume a title
- Click submit

Applying for a job through GCL

To look for available jobs:
- Log on to Gator CareerLink at career.ufl.edu
- Click on "my jobs" > Gator CareerLink Job Database"
- Change "Show Me" to "All Interviews" (to see all) or "Interviews I Qualify For" (for those that meet your requirements)
- Click on the job titles shown for more information and application instructions
- Under "Application Status", select your resume and click "Submit"

RSVP for an information session or workshop

Log on to Gator CareerLink at career.ufl.edu
- Click on "events" and select "workshops" or information sessions"
- Inside of each event you can click on "RSVP"
Once you have RSVP'd. We will remind you about the event via email and/or text. Also, if there are any changes to the event (cancellations, change of time) it will allow us to remind you so you have the correct information.